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July 31, 2006

TO: Health Deputies

FROM: Bruce A. Chernof, M.D.
Director and Chief Medical Officer

Chief, Margaret York
DHR - Office of Public Safety

SUBJECT: **NOTICE OF INTENT TO ENTER INTO A SOLE SOURCE AGREEMENT WITH THE CBORD GROUP, INC. FOR SECURITY ENHANCEMENTS AT HARBOR-UCLA MEDICAL CENTER AND MARTIN LUTHER KING, JR./DREW MEDICAL CENTER**

This is to advise you of our intent to request a sole source purchase order with the CBORD Group, Inc. The purchase is intended to expand existing security card reader systems at Harbor-UCLA Medical Center and Martin Luther King, Jr./Drew Medical Center. Although the acquisition of the equipment is within the statutory authority of the County Purchasing Agent, the installation services associated with the procurement will exceed the Purchasing Agent's authority and, therefore, requires Board approval to proceed. We are filing this matter for Board consideration on the Agenda of August 15, 2006.

BACKGROUND

A security assessment was completed by the Office of Public Safety in conjunction with hospital staff, to evaluate the need for security enhancements at each of the County's acute care hospitals with emergency services. This proposal is for an expansion of the Diebold security card reader systems at Harbor-UCLA Medical Center and Martin Luther King Jr./Drew Medical Center. Diebold card reader security systems were recently purchased by the CBORD Group, Inc.

At Harbor-UCLA Medical Center basic access control and lock-down needs consistent with Homeland Security efforts were identified. The Office of Public Safety recommended installation of card reader systems, door contacts, wiring, control panels, and the installation of a pediatric control door to improve overall security. Currently, the physician dining privileges, medical staff linen check-in/out, x-ray film checkout, and parking areas are equipped with a Diebold card reader system. The current proposal is an expansion of the existing security card reader system into the emergency treatment areas of the hospital.

Martin Luther King Jr./Drew Medical Center has the Diebold card reader security installed in various areas of the hospital and the sole source proposal is to expand the existing security card reader system into Acute Care, the Emergency Department, and stairways and the main entry door to Pediatrics.

JUSTIFICATION

We are recommending the CBORD Group, Inc. be awarded this purchase on a sole source basis because:

1. The existing system is proprietary and expansion requires purchase and installation of the same brand of equipment.
2. Piggybacking onto the existing system avoids the need to recreate and reinvest in totally new security systems.
3. It will address the need for enhanced management of secured areas by establishing a more functional and responsive system for monitoring and controlling employee entry and general access to high risk security areas.

TERM

The sole source agreement will cover purchase of equipment, installation, and training. The costs will not exceed \$422,878 for services & installation, and \$230,842 for hardware and training.

PURCHASE SUM

The maximum County obligation under the sole source agreement with CBORD Group, Inc. is \$653,720. This project is funded through a Homeland Security grant under the Department's EMS Agency.

If you have any questions or need further information, please let me know.

BAC:MY:kf

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors